

Public Housing Agency of the City of Saint Paul

PHA Plans

5 Year Plan for Federal Fiscal Years 2000 - 2004
(PHA Fiscal Years 2001 - 2005)

Annual Plan for Federal Fiscal Year 2000
(PHA Fiscal Year 2001)

**THIS PLAN WAS APPROVED BY THE PHA BOARD OF COMMISSIONERS
ON FEBRUARY 23, 2000 AND SUBMITTED TO HUD ON FEBRUARY 28,
2000.**

**THE 1ST REVISION TO THIS PLAN WAS APPROVED BY THE PHA BOARD
OF COMMISSIONERS ON MARCH 22, 2000 AND SUBMITTED TO HUD ON
MARCH 23, 2000. The revision**

A Draft Of This Plan Was Released For Public Comment On October 1, 1999;
The Public Hearing Was Held November 17, 1999

**PHA Plan
Agency Identification**

PHA Name: PUBLIC HOUSING AGENCY OF THE CITY OF SAINT
PAUL

PHA Number: MN001

PHA Fiscal Year Beginning: (mm/yyyy) 04/01/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

The PHA helps families and individuals with low incomes achieve greater stability and self reliance by providing safe, affordable, quality housing, and links to community services.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
 - ☒ Reduce public housing vacancies:
 - ☒ Leverage private or other public funds to create additional housing opportunities:
 - ☒ Acquire or build units or developments
 - ☒ Other (list below)
See Goal #9, below (page 3)
- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:

- ☒ Improve public housing management: (PHAS score)
 - ☒ Improve voucher management: (SEMAP score)
 - ☒ Increase customer satisfaction:
 - ☒ Concentrate on efforts to improve specific management functions:
public housing "curb appeal," Section 8 inspections, converted (GAAP)
accounting systems
 - ☒ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:
 - ☐ Other: (list below)
- ☒ PHA Goal: Increase assisted housing choices
Objectives:
- ☒ Provide voucher mobility counseling:
 - ☒ Conduct outreach efforts to potential voucher landlords
 - ☒ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☒ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☒ Implement public housing security improvements:
 - ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☒ Other: (list below)
- Continue and expand resident involvement in programs and services.**

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- ☒ Increase the number and percentage of employed persons in assisted families:
 - ☒ Provide or attract supportive services to improve assistance recipients' employability:
 - ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Agency Goals for Fiscal Year 2000

1. **High Performance in Public Housing:** Attain "High Performer" status under HUD's expanded Public Housing Assessment system (PHAs).
2. **High Performance in Section 8:** Attain "High Performer" status under HUD's new Section 8 Management Assessment Program (SEMAP). Successfully implement major new statutory program changes and special allocations.
3. **Fair Housing:** Work cooperatively with community representatives and other units of government to ensure non-discrimination in PHA programs and to affirmatively further Fair Housing objectives.

4. **Employees:** Promote education, growth and advancement of employees by devoting internal resources to career enhancement programs; and meet racial and gender hiring goals for employees through the Affirmative Action Plan and other efforts. Continue internal rethinking strategies to promote organizational development and continuous improvement.
5. **Modernization:** Follow the 5 year plan for property and management improvements; meet all expenditure goals for modernization grants; and actively involve residents, staff and the community in the accelerated modernization of Roosevelt Homes and other modernization projects.
6. **Homeownership:** Assist 15 more public housing or Section 8 households to become homebuyers under the HOME program. Complete the HOMEWARD program by selling the remaining homes to residents.
7. **Resident Economic Development:** Implement Jobs-Plus and continue to support and expand Step-Up, STEP, PAY and other programs which help residents achieve their goals of economic independence and self sufficiency.
8. **State and National Leadership Responsibilities:** Continue providing assistance to other Housing Authorities seeking organizational development, business systems, or program support. Continue active involvement with state and national housing organizations and assisting in housing policy formulation.
9. **Housing Production:** Explore opportunities for the PHA to participate in one or more forms of affordable housing production including providing technical assistance to the Metropolitan Council HRA so that they can produce public housing units throughout the region. In partnership with private, public and/or non-profit partners, develop new affordable housing units in Saint Paul, including production on sites the PHA could control. Project-base a portion of the PHA's tenant-based Section 8 allocation.
10. **Non-HUD Funding Sources:** Continue to seek out entrepreneurial opportunities to develop new sources of non-HUD funding, such as renting rooftop space for communications equipment, and managing and marketing the 480 Cedar building.

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- ☒ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

This first Saint Paul PHA Agency Plan describes the programs, policies and practices which the PHA will carry out in its Fiscal Year beginning April 1, 2000. In general the PHA will continue the same course of action which has proved successful over several years in meeting the needs of residents and the community, within the limits of available resources. The PHA will continue to focus on its mission and Agency Goals, stressing sound property management and maintenance and Section 8 administration. The PHA will also continue its successful homeownership and jobs programs for residents, and work with other community partners to address the critical shortage of affordable housing in the Twin Cities.

The Quality Housing and Work Responsibility Act of 1998 (“QHWRA”) requires the PHA to make some adjustments in its policies and practices, as shown in the Admission and Occupancy Policies attached to the draft Agency Plan. The required changes on rent determination include “flat rents,” “choice of rents,” hardship waivers of minimum rents, temporary rent freezes (incremental earned income disregards) for newly employed workers, and rent changes when welfare grants are sanctioned.

The PHA Board of Commissioners adopted these policies on an interim basis to comply with HUD requirements, while inviting comments from residents and the community through the Agency Plan public notice and hearing process.

Another new policy change required by federal law directs adult public housing residents to perform eight hours each month of “volunteer community service” (excluding employed residents, those in training programs; elderly and disabled residents and their caretakers). HUD had not issued a final regulation on volunteer community service when this Agency Plan was completed, so PHA staff were planning the implementation and conferring with residents, staff and community agencies, while awaiting a final rule.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ A. Admissions Policy for Deconcentration (MN001A01.doc)
☒ B. FY 2000 Capital Fund Program Annual Statement (MN001B02.doc)
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ C. PHA Management Organizational Chart (MN001C01.ppt)
☒ D. FY 2000 Capital Fund Program 5 Year Action Plan (MN001D02.doc)
☒ E. Public Housing Drug Elimination Program (PHDEP) Plan (MN001E01.doc)
☐ F. Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (MN001F02.doc)
☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review | | |
|---|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| X | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans |
| X | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| X | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| X | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | Section 8 Administrative Plan (Admission and Occupancy Policy for the Section 8 Program) | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| NA | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| Attached | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| Not Applicable | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | Annual Plan: Capital Needs |
| Not Applicable | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| X | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| Not Applicable | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted | Annual Plan: Conversion of Public Housing |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | |
| X | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| Not Applicable | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| Pending | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| X | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| X | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| Not Applicable | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| X | Other supporting documents (optional) PHA Monthly Management Report | 5-Year and Annual Plan |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|--------------------|--------|---------|--------------------|------|---------------|
| Family Type | Overall | Afford- ability | Supply | Quality | Access- ibility | Size | Loca- tion |
| Income <= 30% of AMI | 15,818 | N/A | N/A | N/A | N/A | N/A | N/A |
| Income >30% but <=50% of AMI | 9,242 | N/A | N/A | N/A | N/A | N/A | N/A |
| Income >50% but <80% of AMI | 11,352 | N/A | N/A | N/A | N/A | N/A | N/A |
| Elderly | 8,469 | N/A | N/A | N/A | N/A | N/A | N/A |
| Families with Disabilities | NA | N/A | N/A | N/A | N/A | N/A | N/A |
| Race/Ethnicity - White | 38,586 | N/A | N/A | N/A | N/A | N/A | N/A |
| Race/Ethnicity – Non-White | 10,046 | N/A | N/A | N/A | N/A | N/A | N/A |
| Race/Ethnicity | | | | | | | |
| Race/Ethnicity | | | | | | | |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1995
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List for PUBLIC HOUSING | | | |
|---|---------------|---------------------|-----------------|
| Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing 8/31/99 <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 3990 | | 650 |
| Extremely low income <=30% AMI | 3790 est | 95% | |
| Very low income (>30% but <=50% AMI) | 160 est | 4% | |
| Low income (>50% but <80% AMI) | 40 est | 1% | |
| Families with children | 2764 est | | |
| Elderly families | 200 est | | |
| Families with Disabilities | 200 est | | |
| Race/Ethnicity – White Non-Hispanic | 951 | 24% | |
| Race/Ethnicity Black Non-Hispanic | 2491 | 63% | |
| Race/Ethnicity American Indian Non-Hispanic | 96 | 2% | |
| Race/ethnicity Asian Non-Hispanic | 444 | 11% | |
| Race/ethnicity Hispanic | 169 | 4% | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 0BR | 818 | 21% | |
| 1BR | 400 | 10% | |
| 2 BR | 1650 | 41% | |
| 3 BR | 730 | 18% | |
| 4 BR | 278 | 7% | |
| 5+ BR | 106 | 3% | |

| Housing Needs of Families on the Waiting List for PUBLIC HOUSING |
|--|
| <p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p style="padding-left: 40px;">How long has it been closed (# of months)?</p> <p style="padding-left: 40px;">Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p style="padding-left: 40px;">Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> |

| Housing Needs of Families on the Waiting List for SECTION 8 | | | |
|--|---------------|---------------------|-----------------|
| <p>Waiting list type: (select one)</p> <p><input checked="" type="checkbox"/> Section 8 tenant-based assistance</p> <p><input type="checkbox"/> Public Housing</p> <p><input type="checkbox"/> Combined Section 8 and Public Housing</p> <p><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p> <p style="padding-left: 40px;">If used, identify which development/subjurisdiction:</p> | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 680 | | |
| Extremely low income <=30% AMI | | 95% | |
| Very low income (>30% but <=50% AMI) | | 4% | |
| Low income (>50% but <80% AMI) | | 1% | |
| Families with children | 480 est | 70% | |
| Elderly families | 100 est | 15% | |
| Families with Disabilities | 100 est | 15% | |
| Race/Ethnicity – White Non-Hispanic | 239 | 35% | |
| Race/Ethnicity Black Non-Hispanic | 394 | 58% | |
| Race/Ethnicity American Indian Non-Hispanic | 13 | 2% | |
| Race/ethnicity Asian Non-Hispanic | 34 | 5% | |
| Race/ethnicity Hispanic | 38 | 6% | |
| | | | |

Housing Needs of Families on the Waiting List for

SECTION 8

Is the waiting list closed (select one)? ☒ No ☐ Yes (**Reopened 10/21-22/99 and one day per month starting 1/19/2000**)

If yes:

How long has it been closed (# of months)? 3 MONTHS (10/99)

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes, if eligible for special allocations of Sec 8

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below): The PHA adopted a local hi-rise admission preference for households headed by a person who is elderly (62+) or disabled; secondary preference for near-elderly (50-61).

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below): The PHA adopted a local hi-rise admission preference for households headed by a person who is elderly (62+) or disabled; secondary preference for near-elderly (50-61).

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance

- ☒ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☒ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2000 grants) | | |
| a) Public Housing Operating Fund | \$ 8,100,000 | |
| b) Public Housing Capital Fund* | 9,500,000 | |
| c) HOPE VI Revitalization | 0 | |
| d) HOPE VI Demolition | 0 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 19,500,000 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | 950,000 | |
| g) Resident Opportunity and Self-Sufficiency Grants | DNK | |
| h) Community Development Block Grant | | |
| i) HOME | 0 | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| | 0 | |
| | | |
| 3. Public Housing Dwelling Rental Income | 9,700,000 | Public Housing Operations |
| Performance Funding System Adjustments | 450,000 | Same |
| | | |

| Financial Resources: Planned Sources and Uses | | |
|---|----------------------|--|
| Sources | Planned \$ | Planned Uses |
| 4. Other income (list below) | | |
| Interest on Investments | 300,000 | Same |
| Other (Rooftop rentals for communications equipment; laundry equipment proceeds, etc. | | Same |
| | | |
| 5. Non-federal sources (list below) | | |
| Building fund | 700,000 | Activities related to low income housing |
| Discretionary Fund | 60,000 | Same |
| | | |
| Total resources | \$ 49,620,000 | |
| | | |
| | | |

* The PHA may use up to 20% of its Capital Fund allocation to supplement its Operating Fund amounts.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe) Based on need for transfers, numbers of families on waiting list and number of vacancies (turnover rates) for each unit size.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe) Credit history (used primarily to check housing history)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☒ Other (list below) Applications are mailed out in response to telephone requests. Staff will interview at other sites as a reasonable accommodation for an applicant with a disability.

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
NOT APPLICABLE

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
☒ Two
☐ Three or More

b. ☐ Yes ☒ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: Elderly and disabled applicants for Hi-Rise units receive three choices.

(4) Admissions Preferences

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☒ Other: (list below) Based on need for transfers, numbers of families on waiting list and number of vacancies (turnover rates) for each unit size.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) (Hi-rise admission preference only)
☐ Victims of domestic violence
☐ Substandard housing

- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below): (Hi-Rises) Persons with disabilities, near-elderly

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- 4 Veterans and veterans' families
- 4 Residents who live and/or work in the jurisdiction
- 4 Those enrolled currently in educational, training, or upward mobility programs (hi-rise preference only)
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - 1 (Hi-Rise preference only) Persons accepted for special programs (e.g., Assisted Living, Congregate Housing Services Program)
 - 2 (Hi-Rise preference only) Elderly, Disabled, Displaced
 - 3 (Hi-Rise preference only) Near Elderly (50-61)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

- ☒ Other (list policies and developments targeted below)
IF disparities in average incomes among developments occur, the PHA will offer incentives to reduce the disparities.
- d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- ☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.
Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☒ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)
- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? (Yes, if the applicant discloses a criminal history.)

- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? ? (Yes, if the applicant discloses a criminal history.)
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) ? (Yes, if the applicant discloses a criminal history.)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☒ Other (describe below)
Applicant's current address.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☒ Other (list below) Applications are mailed out in response to telephone requests, when the waiting list is open. Staff will interview at other sites as a reasonable accommodation for an applicant with a disability.

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Due to the very low rental vacancy rate in the Twin Cities, the PHA now allows all voucher shoppers 120 days, with an additional 60 days shopping time whenever requested. A household with a disability or handicap requiring reasonable accommodation may request and receive an additional 60 days, for a total of 240 days.

(4) Admissions Preferences

a. Income targeting

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
- “Lease in place” preference for families who live within the City of St. Paul and whose existing landlord certifies that they are willing to continue renting to the family if the family and unit are determined eligible for Section 8 housing assistance.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

3 Date and Time

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 2 Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)
"Lease in place" preference. See above, #2.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☒ The Section 8 Administrative Plan (*Section 8 Admission and Occupancy Policies*)
- ☐ Briefing sessions and written materials
- ☐ Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☒ Through published notices
- ☒ Other (list below)
- Mailings to the waiting list, social service agencies, etc.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any *discretionary* minimum rent hardship exemption policies? (*The PHA adopted statutory requirements only.*)

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income? (*No, except in the case of ceiling rents*)

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☒ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☒ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The “rental value” of the unit
- ☒ Other (list below)
Operating cost plus reserve for replacement; also referred to Fair Market Rents

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) *\$400/mo. Exception: Households who choose to pay flat rents will not have to report every increase.*
- ☒ Other (list below)
Family option to report decrease in income. Any change in family composition must be reported.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- ☐ The section 8 rent reasonableness study of comparable housing
 - ☐ Survey of rents listed in local newspaper
 - ☐ Survey of similar unassisted units in the neighborhood
 - ☒ Other (list/describe below)
Ceiling rents, FMRs.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- ☐ At or above 90% but below 100% of FMR
 - ☒ 100% of FMR
 - ☐ Above 100% but at or below 110% of FMR
 - ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - ☐ The PHA has chosen to serve additional families by lowering the payment standard
 - ☐ Reflects market or submarket
 - ☐ Other (list below)

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - ☐ Reflects market or submarket
 - ☐ To increase housing options for families
 - ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☒ Rent burdens of assisted families
☒ Other (list below)
Metropolitan Area rental vacancy rates

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any *discretionary* minimum rent hardship exemption policies? (if yes, list below)
(*The PHA adopted statutory requirements only.*)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. (MN001C01.ppt)
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

| Program Name | Units or Families Served at Year Beginning 4/1/2000 | Expected Turnover |
|---|--|--------------------------|
| Public Housing | 4244 | 15% |
| Section 8 Vouchers and Certificates (merged) | 3600 | 17% |
| Section 8 Mod Rehab: Mary Hall Single Room Occupancy units(SRO) | 75 | 20% |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | Included above | |
| Public Housing Drug Elimination Program (PHDEP) | 4244 | |
| Other Federal Programs (list individually) | | |
| Congregate Housing Services Program (CHSP) | 110 | |
| Tenant Opportunities Program | 500 | |
| Economic Development & Supportive Services | 175 | |
| | | |

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- Admission and Occupancy Policies
- Housing Managers Manual
- Hi-Rise Residents Handbook
- Family Residents Handbook
- Technical Specifications for Pest Control Contracts

(2) Section 8 Management: (list below)

- Admission and Occupancy Policies

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?
(*PHA complies with federal requirements.*)

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☐ PHA main administrative office
 - ☒ PHA development management offices
 - ☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?
(*PHA complies with federal requirements.*)

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☐ PHA main administrative office
 - ☒ Other (list below)
PHA Rental Office, 480 Cedar Street, 3rd Floor, St. Paul MN 55101

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (MN001B01.xls)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (MN001C01.xls)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway
- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:
- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:
- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

| Demolition/Disposition Activity Description | |
|---|--|
| 1a. Development name: | |
| 1b. Development (project) number: | |
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/> | |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> | |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY) | |
| 5. Number of units affected: | |
| 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development | |
| 7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity: | |

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management

Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description |
|---|
| 1a. Development name: 1000 Edgerton Hi-Rise, 777 North Hamline Hi-Rise 1b. Development (project) number: MN001024, MN001026 |
| 2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date this designation approved, submitted, or planned for submission: <u>12/15/95</u> |
| 5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 405 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

| Conversion of Public Housing Activity Description |
|---|
| 1a. Development name: 1b. Development (project) number: |
| 2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below) |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) |
| 4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) |

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

| Public Housing Homeownership Activity Description (Complete one for each development affected) |
|--|
| 1a. Development name: 1b. Development (project) number: |
| 2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) |
| 5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by

24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs

- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

| Services and Programs | | | | |
|--|-------------------|--|--|--|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
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|--|--|--|--|--|
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| | | | | |
| | | | | |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|---|--|--|
| Program | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: DD/MM/YY) |
| Public Housing | | |
| Section 8 | | |

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design

- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence) **[BOTH]**
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (MN001E01.doc)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☒ Attached at Attachment F (MN001F01.doc)

☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

☒ The PHA changed portions of the PHA Plan in response to comments

List changes below:

- Raised income target for admissions from 40% to 55% (percent of households admitted annually with incomes below 30% of median).
- Extended Section 8 shopping period from 120 days to 180 days (240 for households requiring reasonable accommodation for a person with a disability).
-

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

Two residents appointed by the Mayor serve on the PHA Board.

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Saint Paul, Minnesota

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
The PHA will continue to serve primarily both small family and large family renter households with very low incomes (<50% of median) and extremely low incomes (<30% of median), most of whom have high housing cost burdens. These groups are among the highest priority housing needs and planned housing activities identified by the City in its Consolidated Plan.
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The City's Consolidated Plan and Submission 1999 Annual Update includes the following statement under §91.220(f) Other Actions: "Saint Paul will also continue its myriad of programs designed to foster and maintain affordable housing, and remove barriers to affordable housing. Among the activities included are . . . cooperation and support with . . . the Saint Paul Public Housing Agency (PHA) , and other organizations."

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

- Attachment A. Admissions Policy for Deconcentration
- Attachment B. FY 2000 Capital Fund Annual Statement
- Attachment C. PHA Management Organizational Chart
- Attachment D. FY 2000 Capital Fund Program 5 Year Action Plan
- Attachment E. Public Housing Drug Elimination Program (PHDEP) Plan
- Attachment F. Comments on Agency Plan and PHA Responses

MN001V01.DOC

PART TWO: APPLICANT SELECTION

I. OVERVIEW:

Refer to:
24 CFR

- A. The PHA will house the maximum number of eligible applicants within available resources.
- B. **Selecting Applicants:** Applicants will be selected from the waiting list. Their place on the waiting list will be determined by two factors:
 - 1. Local Preference factors (there are different policies for applying Local Preferences to family units and hi-rise units); and;
 - 2. Date and time of application.
- C. **Income Mix:** As required by the Quality Housing and Work Responsibility Act of 1998 (QHWRA), this admissions policy is designed to provide for deconcentration of poverty and income-mixing, in a manner which is also consistent with meeting the housing needs of the maximum number of very-low income families in the PHA's jurisdiction. Of the public housing dwelling units made available for occupancy in any fiscal year by eligible families, not less than 55 percent shall be occupied by families whose incomes at the time of commencement of occupancy do not exceed 30 percent of the area median income.

II. DEFINITIONS OF PREFERENCES AND RELATED TERMS:

§960.212

Local Preferences are used in selecting applicants for public housing admission:

960.212

- A. **Local Preferences:** The PHA uses four preferences, called Local Preferences, to prioritize applicants. These are a Residency Preference, Veteran's Preference, Student Preference, and a Special Program Preference.
 - 1. **Residency Preference:** This preference is given to applicants whose head of household or spouse:
 - a. Lives in Saint Paul;
 - b. Works in or has been notified that they have been hired to

SAINT PAUL PHA AGENCY PLAN – ATTACHMENT A:

DECONCENTRATION POLICIES (FROM ADMISSION & OCCUPANCY POLICIES)

work in Saint Paul; or

- c. Attends school or has been accepted to attend school in Saint Paul.

- 2. **Veteran's or Service Person Preference (applies to both family and hi-rise applicants):** This preference is given to an applicant who is a Veteran or member of the Armed Services or a dependent family member of a Veteran or a Service Person.

PART FOUR: DWELLING UNIT ASSIGNMENT

I. OVERVIEW:

Refer to:

A. When a public housing applicant's name reaches the top of the waiting list and their preference point entitlement has been verified, they will be offered the next available unit appropriate for their household size. There are different policies for offering family units and hi-rise units.

24 CFR

B. Income Mix and Deconcentration of Poverty. As required by the Quality Housing and Work Responsibility Act of 1998 (QHWRA), the PHA will try to avoid concentrating very low-income families (or other families with relatively low incomes) in certain public housing family developments. If the average annual household income (adjusted for unit size) in one development varies from the average income for all four family developments by more than 15%, the PHA will offer incentives to eligible applicants to accept unit assignments which will reduce the income disparity in the development.

PHA Plan
Submitted by
The Public Housing Agency of the City of Saint Paul

Component 7 – Attachment B
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 1 FFY of Grant Approval: (2000)

☒ Original Annual Statement

| Line No. | Summary by Development Account | Total Estimated Cost |
|----------|---|----------------------|
| 1 | Total Non-CGP Funds | |
| 2 | 1406 Operations | |
| 3 | 1408 Management Improvements | \$448,000 |
| 4 | 1410 Administration | \$486,300 |
| 5 | 1411 Audit | \$2,500 |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | \$602,500 |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | \$331,500 |
| 10 | 1460 Dwelling Structures | \$6,232,700 |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | \$46,000 |
| 12 | 1470 Nondwelling Structures | \$1,080,500 |
| 13 | 1475 Nondwelling Equipment | \$25,000 |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | |
| 16 | 1492 Moving to Work Demonstration | |
| 17 | 1495.1 Relocation Costs | |
| 18 | 1498 Mod Used for Development | |
| 19 | 1502 Contingency | |
| 20 | Amount of Annual Grant (Sum of lines 2-19) | \$9,255,000 |
| 21 | Amount of line 20 Related to LBP Activities | \$1,250,000 |
| 22 | Amount of line 20 Related to Section 504 Compliance | \$350,000 |
| 23 | Amount of line 20 Related to Security | \$36,000 |
| 24 | Amount of line 20 Related to Energy Conservation Measures | \$750,000 |

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table****Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota****3/22/00**

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|---|----------------------------------|----------------------------|
| McDonough Homes MN 1-1 | A/E fees for DU Modernization | 1430 | \$487,500 |
| | Sidewalk replacement | 1450 | \$25,000 |
| | Playground repair | 1450 | \$10,000 |
| | Revise community center entry planter | 1450 | \$1,500 |
| | Replace DU roof shingles | 1460 | \$55,000 |
| | Replace DU kitchen cabinets | 1460 | \$40,000 |
| | Replace rusty refrigerators | 1465 | \$35,000 |
| | Replace gym roof at community center | 1470 | \$60,000 |
| | | | |
| Roosevelt Homes MN 1-2 | A/E fees Phase III DU modernization | 1430 | \$50,000 |
| | Phase III Modernization-Jessamine Lane | 1450 | \$200,000 |
| | Phase III DU Modernization | 1460 | \$4,255,000 |
| Mt. Airy Homes MN 1-3 | Repair rock faced concrete block walls | 1450 | \$60,000 |
| | Repaint exterior DU handrails | 1450 | \$25,000 |
| | Tie elevators into emergency generator | 1470 | \$55,000 |
| | Carpet hi-rise public corridors | 1470 | \$40,000 |
| Central Hi-Rise & Duplexes MN 1-5 | A/E fees for family site improvements | 1430 | \$40,000 |
| | Replace family area sidewalks | 1450 | \$5,000 |
| | Replace family DU appliances | 1465 | \$11,000 |
| | Replace obsolete Hi-Rise corridor lights | 1470 | \$5,000 |
| | Replace hi-Rise corridor carpet w/ VCT | 1470 | \$25,000 |
| | Tie elevators in emergency generator | 1470 | \$45,000 |
| Valley Hi-Rise MN 1-6 | Replace DU smoke detectors/strobes | 1460 | \$60,000 |
| Neill Hi-Rise | Repair and repaint hi-rise corridor | 1470 | \$15,000 |

| | | | |
|-----------------------------|--|------|-----------|
| MN 1-7 | walls | | |
| Add. to Mt. Airy MN 1-8b | Phase II DU Modernization | 1460 | \$100,000 |
| Dunedin Hi-Rise | Paint Hi-Rise corridors, doors & frames | 1470 | \$40,000 |
| MN 1-9 | Upgrade Hi-Rise elevator fire service | 1470 | \$15,000 |

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Submitted by: The Public Housing Agency of The City of Saint Paul, Minnesota

3/22/00

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|--|----------------------------------|----------------------------|
| Addition to Mt. Airy MN 1-10 | Install new roof at 621 Wales | 1460 | \$10,000 |
| Iowa Hi-Rise MN 1-13 | Lengthen bldg entry vestibule for HC | 1470 | \$15,000 |
| Wilson Hi-Rise MN 1-14 | Install sprinklers & replace fire alarms | 1460 | \$450,000 |
| | Replace balance of casement windows | 1460 | \$52,800 |
| | Tie elevators into emergency generator | 1470 | \$55,000 |
| | Correct exterior bldg problems/caulk | 1470 | \$20,000 |
| Front Hi-Rise MN 1-15 | Install sprinklers & replace fire alarms | 1460 | \$450,000 |
| | Lengthen bldg entry vestibule for HC | 1470 | \$15,000 |
| Ravoux Hi-Rise MN 1-16 | Reglue corridor carpet, esp. 1 st floor | 1470 | \$20,000 |
| | Tie elevators into emergency generator | 1470 | \$55,000 |
| Montreal Hi-Rise MN 1-18 | Replace DU entry door locks | 1460 | \$40,000 |
| | Exterior building repairs | 1470 | \$20,000 |
| Exchange Hi-Rise MN 1-19 | Recarpet building corridors | 1470 | \$20,000 |
| Edgerton Hi-Rise MN 1-24 | Replace/remove sidewalk to Edgerton | 1450 | \$5,000 |
| | Replace balance of fogged patio door glass | 1460 | \$20,000 |
| | Tie elevators in emergency generator | 1470 | \$55,000 |
| | Ext. bldg. Stucco repairs /paint | 1470 | \$143,000 |

| | | | |
|----------------------------|--|------|-----------|
| | railings | | |
| Hamline Hi-Rise MN 1-26 | DU insulated glass replacement | 1460 | \$2,000 |
| | Replace 1 st floor Mail area ceiling. Lights | 1470 | \$2,500 |
| | Phase II exterior brick repair | 1470 | \$200,000 |
| | | | |
| Seal Hi-Rise MN 1-27 | Replace DU smoke detectors/strobes | 1460 | \$60,000 |
| | Replace DU entry locks | 1460 | \$40,000 |
| | DU insulated glass replacement | 1460 | \$2,000 |

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table****Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota****3/22/00**

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|---|----------------------------------|----------------------------|
| Scattered Site Homes MN 1-20,22,23, etc. | Siding exterior repairs | 1460 | \$100,000 |
| | Driveways, site improvements | 1460 | \$60,000 |
| | Roof replacements | 1460 | \$100,000 |
| | Windows, kitchen cabinets, etc. | 1460 | \$140,000 |
| | Interim lead paint dust control | 1460 | \$50,000 |
| | Smoke detector upgrade to code | 1460 | \$60,000 |
| 480 Cedar | Ramp slab replacement, 6 th level | 1470 | \$70,000 |
| | Engineering fees for slab replacement | 1470 | \$10,000 |
| | Seal ramp slab @ 5 th level | 1470 | \$20,000 |
| | HVAC improvements @ bldg entry | 1470 | \$5,000 |
| | Replace card access system | 1470 | \$5,000 |
| | | | |
| PHA Wide | Eng. Fees for emergency generators | 1430 | \$25,000 |
| | Smoke detector upgrade to code | 1460 | \$60,900 |
| | DU handicapped mod. per res. Request | 1460 | \$15,000 |
| | Misc. nurse alarm improvements | 1460 | \$10,000 |
| | Misc. elevator improvements | 1470 | \$50,000 |
| | | | |
| Equipment | Parking lot sweeper | 1475 | \$25,000 |
| Management Improvements | Computer hardware and software | 1408 | \$20,000 |
| | Resident Initiatives – salaries | 1408 | \$147,000 |
| | Resident Initiatives – benefits | 1408 | \$42,000 |
| | Resident Initiatives – staff training | 1408 | \$2,500 |
| | Hi-Rise resident council training | 1408 | \$6,000 |
| | Resident training & employment | 1408 | \$7,500 |
| | Resident training in crime prevention | 1408 | \$1,000 |
| | Family studies project | 1408 | \$35,000 |
| | Family Resident Council Training | 1408 | \$10,000 |
| | Interpreter fees | 1408 | \$15,000 |
| | Security training program | 1408 | \$36,000 |
| | Janitorial training program | 1408 | \$96,000 |
| | | | |

| | | | |
|----------------------|---|------|-----------|
| | Resident Training employment costs | 1408 | \$15,000 |
| | Youth employment program | 1408 | \$15,000 |
| Administrative Costs | Non-Tech. / Technical Salaries & Benefits | 1410 | \$486,300 |
| | Audit Costs | 1411 | \$2,500 |

Submitted by: The Public Housing Agency of the City of Saint Paul, MN
Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|---|--|
| All Work | 18 months after end of quarter after ACC Anticipate 3/31/2002 based on 7/31/00 ACC | 36 months after end of quarter after ACC Anticipate 9/30/2003 based On 7/31/00 ACC |

Optional Table for 5-Year Action Plan for Capital Fund (Component 7 – Attachment D)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota

3/22/00

| Optional 5-Year Action Plan Tables | | | |
|---|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00100 1 | McDonough Homes | 3 (2/29/00) | .52% |
| Description of Needed Physical Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| DU Modernization Phase I | | | \$1,582,852 |
| DU Modernization Phase II | | | 2001 |
| DU Modernization Phase III | | | \$4,449,692 |
| DU Modernization Phase IV | | | 2002 |
| Modernization A/E fees - Phase I | | | \$4,604,337 |
| Modernization A/E fees – Phase II | | | 2003 |
| Modernization A/E fees – Phase III | | | \$6,453,513 |
| Modernization A/E fees – Phase IV | | | 2004 |
| Replace rusty refrigerators | | | \$178,200 |
| Seal coat parking lots | | | 2001 |
| Replace Bryant furnaces (phase II) | | | \$187,110 |
| | | | 2002 |
| | | | \$196,466 |
| | | | 2003 |
| | | | \$206,289 |
| | | | 2004 |
| | | | \$140,000 |
| | | | 2001 thru 2004 |
| | | | \$80,000 |
| | | | 2001 thru 2004 |
| | | | \$300,000 |
| | | | 2001 |
| Total estimated cost over next 5 years | | | \$18,378,45 |
| | | | 9 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00100 2 | Roosevelt Homes | 4 (2/29/00) | 1.28% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| DU Modernization Phase IV Modernization A/E fees | | | \$3,984,750 \$95,000 |
| Total estimated cost over next 5 years | | | \$4,079,750 |

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3/22/00

| Optional 5-Year Action Plan Tables | | | | |
|---|--|---------------------|----------------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| MN46P001003 | Mt. Airy Homes | 3 (2/29/00) | .67% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Rock faced block wall repairs Phase II Rock faced block wall repairs Phase III Replace DU smoke detectors/with strobes Install community center room divider | | | \$60,000 | 2001 |
| | | | \$60,000 | 2002 |
| | | | \$60,000 | 2001 |
| | | | \$15,000 | 2003 |
| Total estimated cost over next 5 years | | | \$195,000 | |

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3/22/00

| Optional 5-Year Action Plan Tables | | | |
|---|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001004 | First Addition to McDonough Homes | See MN 1-1 data | Included in McDonough data |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| DU modernization, bsmt glass blk wdws, wet basements, settling window heads, interlock exhaust fans, medicine cabinets, lavs, faucets, chimneys, porch roofs on Arlington | | \$125,000 | 2002 |
| Total estimated cost over next 5 years | | \$125,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00100 5 | Central Hi-Rise & Duplexes | 1 (2/29/00) | .55% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Installation of sprinklers and fire alarm replacement at Hi-Rise | | \$450,000 | 2001 |
| Engineering fees for sprinkler & fire alarm system work | | \$40,000 | 2001 |
| Caulk and repair exterior/balconies | | \$48,000 | 2002 |
| Replace patio doors that fog, sills that leak | | \$250,000 | 2004 |
| Replace kitchen and bedroom lights | | \$50,000 | 2001 |
| DU Modernization, light fixtures, kitchen cabinets & counters, bathroom modernization, revarnish doors | | \$500,000 | 2004 |
| Family Duplex exterior modernization Phase I | | \$200,000 | 2001 |
| Family Duplex exterior modernization Phase II | | \$200,000 | 2002 |
| Total estimated cost over next 5 years | | \$1,738,000 | |

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3/22/00

| Optional 5-Year Action Plan Tables | | | | |
|--|---|---------------------|----------------------------|-------------------------------------|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| MN 46P001006 | Valley Hi-Rise | 1 (2/29/00) | .65% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Replace radiator covers in apartments Improve parking lot lighting Replace DU sinks with 2 compartment type Improve stairwell lighting Replace community room furniture Remodel existing hi-rise Resident Services Office | | | \$150,000 | 2004 |
| | | | \$20,000 | 2002 |
| | | | \$75,000 | 2002 |
| | | | \$10,000 | 2003 |
| | | | \$55,000 | 2002 |
| | | | \$10,000 | 2001 |
| Total estimated cost over next 5 years | | | \$320,000 | |

3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|----------------------------|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001007 | Neill Hi-Rise & West Side Duplexes | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| Resurface parking lots at West Side Duplexes | | | \$15,000 |
| Replace laundry room vinyl floors @ hi-rise | | | \$15,000 |
| Replace corridor carpet @ hi-rise | | | \$45,000 |
| Redo roof mounted exhaust fans @ hi-rise | | | \$45,000 |
| Remove bath wall heaters @ hi-rise | | | \$1,500 |
| Remove or renovate large playground | | | \$35,000 |
| Replace family DU kitchen cabinets | | | \$56,000 |
| Repair broken hi-rise DU window tracks | | | \$45,000 |
| Total estimated cost over next 5 years | | | \$257,500 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001008 | McDonough & Mt. Airy Additions | See other data | See Mt. Airy & McDonough data |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Phase III modernization of Mt. Airy units DU modernization of McDonough units, glass blk wdws, settling window heads, wet basements, tuckpoint chimneys, interlock kit/bath fans, medicine cabinets, lavs and faucets | | | \$75,000 \$85,000 |
| | | | 2001 2003 |
| Total estimated cost over next 5 years | | | \$160,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00100 9 | Dunedin Hi-Rise & Family Units | 0 (2/29/00) | 0 |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Installation of fire sprinklers and fire alarm system at hi-rise | | | \$450,000 2001 |
| | | | \$40,000 2001 |
| Engineering fees for fire sprinkler & fire alarm system work | | | \$45,000 2003 |
| | | | \$60,000 2001 thru 2004 |
| Redo roof mounted exhaust fans | | | \$40,000 2002 |
| Correct leaks at DU shower floors | | | \$22,000 2002 |
| Caulk and repair hi-rise exterior | | | \$60,000 2001 thru 2004 |
| Replace family unit DU bathroom floors | | | \$180,000 2003 |
| Replace bad sidewalks | | | |
| Hi-Rise DU modernization, replace living room lights, replace bathroom sinks and faucets, weatherstrip windows | | | |
| Total estimated cost over next 5 years | | | \$897,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | | |
|--|---|---------------------|----------------------------|-------------------------------------|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| MN46P001010 | Mt. Airy Addition | See Mt. Airy data | Included in Mt. Airy data | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| DU modernization, GFI's, smoke detectors, kitchen cabinets, etc. | | | \$45,000 | 2001 thru 2003 |
| Total estimated cost over next 5 years | | | \$45,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | | |
|--|--|---------------------|----------------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| MN46P001011 | Cleveland Hi-Rise | 2 (2/29/00) | 1.41% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Recaulk apartment windows Replace elevator lobby light fixtures on 2nd thru 11 th floors Paint corridor walls, doors and frames | | | \$15,000 | 2001 |
| | | | \$15,000 | 2002 |
| | | | \$45,000 | 2002 |
| | | | | |
| Total estimated cost over next 5 years | | | \$75,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001013 | Iowa Hi-Rise | 1 (2/29/00) | .68% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Installation of fire sprinklers and fire alarm system replacement | | | \$450,000 |
| Engineering fees for sprinklers and fire alarm system work | | | 2002 |
| Recaulk balance of DU shower floors | | | \$40,000 |
| Strip and repaint ladder/bars in showers | | | 2001 |
| Replace DU kitchen sinks, faucets and counters | | | \$60,000 |
| A/E fees to expand and modernize com. room kitchen | | | 2001 |
| Expansion of community room kitchen | | | \$80,000 |
| | | | 2002 |
| | | | \$15,000 |
| | | | 2002 |
| | | | \$65,000 |
| | | | 2002 |
| Total estimated cost over next 5 years | | | \$750,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001014 | Wilson Hi-Rise | 2 (2/29/00) | 1.07% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Correct exterior building problems | | | \$30,000 |
| Replace casement windows Phase III | | | 2001 |
| Replace casement windows Phase IV | | | \$50,000 |
| Replace fuel oil tanks | | | 2002 |
| Arch. fees for community room modernization | | | \$50,000 |
| Community room modernization | | | \$60,000 |
| | | | 2002 |
| | | | \$20,000 |
| | | | 2003 |
| | | | \$150,000 |
| | | | 2003 |
| Total estimated cost over next 5 years | | | \$360,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00101 5 | Front Hi-Rise | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Paint corridors and door frames | | \$50,000 | 2002 |
| Repair cracks in DU walls | | \$25,000 | 2002 |
| Replace DU kitchen and bath faucets | | \$35,000 | 2002 |
| Replace fuel oil tanks | | \$60,000 | 2002 |
| Replace DU bedroom light fixtures | | \$15,000 | 2002 |
| Exterior concrete restoration and caulking | | \$285,000 | 2003 |
| Replace corridor carpet | | \$60,000 | 2002 |
| Arch. fees for community room modernization | | \$20,000 | 2003 |
| Community room modernization | | \$200,000 | 2003 |
| Total estimated cost over next 5 years | | \$750,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001016 | Ravoux Hi-Rise | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Install sprinklers and update fire alarm system | | | \$375,000 |
| Engineering services for sprinklers and fire alarm work | | | \$40,000 |
| Replace or upgrade DU plumbing supply lines, Phase I | | | \$100,000 |
| Replace or upgrade DU plumbing supply lines, Phase II | | | \$100,000 |
| Replace or upgrade DU plumbing supply lines, Phase III | | | \$100,000 |
| Install grease shields at DU stoves | | | \$50,000 |
| Replace corridor carpet | | | \$70,000 |
| Total estimated cost over next 5 years | | | \$835,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|---|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00101 7 | Wabasha Hi-Rise | 1 (2/29/00) | 1.41% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Install sprinklers and replace fire alarm system | | | \$350,000 2003 |
| Engineering fees for sprinklers & fire alarm work | | | \$35,000 2003 |
| Repaint corridors | | | \$30,000 2003 |
| Recarpet corridors | | | \$45,000 2003 |
| Make exterior repairs to building envelope | | | \$50,000 2002 |
| Elevator modernization consultant | | | \$30,000 2002 |
| Add new elevator or modernize existing | | | \$260,000 2003 |
| Replace community room AC unit | | | \$7,500 2002 |
| DU modernization, kitchen light fixtures, kitchen & bathroom faucets, ceiling lights in living rooms and bedrooms | | | \$175,000 2003 |
| Total estimated cost over next 5 years | | | \$982,500 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001018 | Montreal Hi-Rise | 1 (2/29/00) | .55% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Refinish apartment doors | | | \$50,000 |
| Replace apartment door closers | | | \$15,000 |
| Exterior building repairs Phase I | | | \$117,000 |
| Exterior building repairs Phase II | | | \$65,000 |
| Exterior building repairs Phase III | | | \$140,000 |
| Replace DU smoke detectors/with strobes | | | \$60,000 |
| Total estimated cost over next 5 years | | | \$447,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001019 | Exchange Hi-Rise | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Paint community room | | \$5,000 | 2002 |
| Remodel corridors (carpet, paint, signage) Phase I | | \$50,000 | 2002 |
| Remodel corridors (carpet, paint, signage) Phase II | | \$50,000 | 2003 |
| Replace counters at stoves in DU's | | \$50,000 | 2002 |
| Clean fin tube radiation | | \$20,000 | 2002 |
| Close up verticle chase through building | | \$150,000 | 2002 |
| Install lights over DU dining tables, living room lights & flour. | | \$70,000 | 2002 |
| lights in kitchens | | \$40,000 | 2003 |
| Arch fees for community room addition | | \$350,000 | 2004 |
| Expansion, modernization of community room | | | |
| Total estimated cost over next 5 years | | \$785,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00102 4 | Edgerton Hi-Rise | 7 (2/29/00) | 3.23% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Replace DU door locks | | | \$33,000 |
| Correct balance of fogged DU patio doors | | | 2002 |
| Increase light level in stairwells | | | \$40,000 |
| Repair DU kitchen cabinet plastic laminate | | | 2001 thru 2004 |
| Repair DU closet door hardware | | | \$5,000 |
| | | | 2002 |
| | | | \$15,000 |
| | | | 2002 |
| | | | \$15,000 |
| | | | 2002 |
| Total estimated cost over next 5 years | | | \$108,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00102 6 | Hamline Hi-Rise | 1 (2/29/00) | .55% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Install sprinklers, fire alarm system previously replaced. | | | \$350,000 |
| Engineering for sprinkler, fire alarm system work | | | \$35,000 |
| Exterior masonry envelope repair, phases III | | | \$350,000 |
| Install grease shields behind stoves | | | \$25,000 |
| Improve kitchen lighting | | | \$10,000 |
| Replace DU closet doors | | | \$25,000 |
| Eng. fees for elevator modernization | | | \$35,000 |
| Elevator modernization | | | \$350,000 |
| Total estimated cost over next 5 years | | | \$1,180,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00102 7 | Seal Hi-Rise | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| Paint hallways and common areas | | | \$35,000 |
| Install door protectors on DU entry doors | | | \$5,000 |
| Replace fuel oil tanks | | | \$60,000 |
| Exterior building caulking | | | \$45,000 |
| Replace corridor carpetting | | | \$45,000 |
| Engineering fees for elevator modernization | | | \$35,000 |
| Elevator modernization | | | \$350,000 |
| Total estimated cost over next 5 years | | | \$575,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P001000 | 480 Cedar | NA | NA |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Ramp slab and rail replacements | | \$180,000 | 2002 |
| Replace first floor entry doors | | \$5,000 | 2002 |
| Replace 6 th floor carpet | | \$20,000 | 2002 |
| Replace roof | | \$100,000 | 2002 |
| Total estimated cost over next 5 years | | \$305,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN46P00102 0,22,23,29,30, 31,32,33,34,35 ,37,38,39 | PHA Scattered Site Homes | 0 (2/29/00) | 0% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Scattered site home improvements on an as needed basis. | | \$500,000 | 2001 |
| | | \$500,000 | 2002 |
| | | \$500,000 | 2003 |
| | | \$500,000 | 2004 |
| Total estimated cost over next 5 years | | \$2,000,000 | |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|--|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| All | PHA Wide | NA | NA |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost |
| | | | Planned Start Date (HA Fiscal Year) |
| DU handicapped modifications per resident request | | | \$60,000 |
| | | | 2001 thru 2004 |
| Total estimated cost over next 5 years | | | \$60,000 |

Submitted by: The Public Housing Agency of the City of Saint Paul, Minnesota
3/22/00

| Optional 5-Year Action Plan Tables | | | |
|---|--|-------------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| All | Management Improvements | NA | NA |
| Description of Needed Management Improvements | | Estimated Cost per year | Planned Start Date (HA Fiscal Year) |
| Computer software and hardware | | \$80,000 | 2001 thru 2004 |
| Resident Initiatives – salaries | | \$588,000 | 2001 thru 2004 |
| Resident Initiatives – benefits | | \$168,000 | 2001 thru 2004 |
| Resident Initiatives – staff training | | \$10,000 | 2001 thru 2004 |
| Hi-Rise Resident Council Training | | \$24,000 | 2001 thru 2004 |
| Family Resident Council Training | | \$40,000 | 2001 thru 2004 |
| Resident Training / Employment | | \$30,000 | 2001 thru 2004 |
| Resident Training in crime prevention | | \$4,000 | 2001 thru 2004 |
| Family studies project | | \$35,000 | 2001 thru 2004 |
| Interpreter | | \$60,000 | 2001 thru 2004 |
| Security training program | | \$144,000 | 2001 thru 2004 |
| Janitorial training program | | \$384,000 | 2001 thru 2004 |
| Resident employment training costs | | \$60,000 | 2001 thru 2004 |
| Youth employment programs | | \$60,000 | 2001 thru 2004 |
| Total estimated cost over next 5 years | | \$1,687,000 | |

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Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$942,665

B. Eligibility type (Indicate with an "x") N1 X N2 _____ R _____

C. FFY in which funding is requested FFY2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Public Housing Agency of the City of Saint Paul's PHDEP plan for FFY2000 includes supporting three successful current programs: (1) ACOP community policing program, providing above base-line police services to the four family and 16 hi-rise developments; (2) Boys and Girls Club of the Twin Cities, supporting youth and family programs at Mt. Airy, East Side and West Side Clubs; and (3) McDonough Parks and Recreation Center, implementing teen and youth programs. The grant will also pay for special training on cross-cultural communication and conflict resolution; eviction prevention services; some resident scholarships, both youth and adult; and a PHDEP program evaluation.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

| PHDEP Target Areas (Name of development(s) or site) | Total # of Units within the PHDEP Target Area(s) | Total Population to be Served within the PHDEP Target Area(s) |
|--|---|--|
| McDonough Homes | 580 | 2312 |
| Roosevelt Homes | 313 | 890 |
| Mt. Airy Homes | 298 | 1475 |
| Dunedin Terrace | 88 | 514 |
| 16 Hi-Rise Buildings | 2548 | 2585 |

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months_____

12 Months___**X**___

18 Months_____

24 Months_____ **Other**

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

| Fiscal Year of Funding | PHDEP Funding Received | Grant # | Fund Balance as of Date of this Submission | Grant Extensions or Waivers | Anticipated Completion Date |
|------------------------|------------------------|----------------|--|-----------------------------|-----------------------------|
| FY 1995 | | | | | |
| FY 1996 X | \$1,024,750 | MN46DEP0010196 | 0 | | |
| FY 1997 X | \$1,111,760 | MN46DEP0010197 | 0 | | |
| FY 1998 X | \$1,111,760 | MN46DEP0010198 | \$322,473.51* | | 03-31-00 |
| FY 1999 X | \$942,665 | MN46DEP0010199 | \$942,665** | | 03-31-01 |

*LOCCS balance as of 01-05-00.

**As of PHA Board approval of this plan, 01-26-00.

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Our PHDEP strategy to address the needs of the target population/target area(s) incorporates three broad goals and objectives. They are: (1) to maintain a lower crime rate in PHA than the City of Saint Paul at large, and (2) to provide youth activities: education, training and scholarships around personal growth and prevention of illegal activities, and (3) to provide family education on drug abuse, prevention and effective response to conflicts within families and communities, as well as offer adult post-secondary scholarships.

A Community Outreach Program (ACOP), one of the program’s core plan partners, is a community policing partnership between the City of Saint Paul, Saint Paul Police Department, PHA and public housing residents. Its role is to help prevent violent drug- and gang-related crime, improve the level of trust and general relations between the PHA residents and police, improve the delivery of police services to PHA communities, and empower residents to be active in community safety issues. The Boys and Girls Club of the Twin Cities provides youth development programs which include character and leadership development, educational and career development, health and life skills, arts programs and sports, fitness and recreation activities. The City of Saint Paul Parks and Recreation, McDonough Recreation Center will provide a comprehensive recreation-based program for youth of various ages and interests. Participants will be given the opportunity to maintain involvement in positive structured activities that foster self-esteem and personal responsibility among participants while encouraging them to develop interests and skills in a variety of areas.

The PHA will monitor PHDEP programs and its financial status. The Drug Elimination Program Coordinator will meet on a regular basis with each of the core program partners to help insure goals are met and activities are running according to plan. Quarterly and Semi-Annual reports are submitted by each program partner. Financial monitoring is conducted through HUD-approved PHA fiscal and procurement procedures.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

| FY00 PHDEP Budget Summary <i>(assuming same amount available as in FY99)</i> | |
|--|----------------------|
| Budget Line Item | Total Funding |
| 9110 - Reimbursement of Law Enforcement | \$634,305 |
| 9120 - Security Personnel | |
| 9130 - Employment of Investigators | |
| 9140 - Voluntary Tenant Patrol | |
| 9150 - Physical Improvements | |
| 9160 - Drug Prevention | \$308,360 |
| 9170 - Drug Intervention | |
| 9180 - Drug Treatment | |
| 9190 - Other Program Costs | |
| | |
| TOTAL PHDEP FUNDING | \$942,665 |

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

| 9110 - Reimbursement of Law Enforcement | | | | | Total PHDEP Funding: \$634,305 | | |
|---|---|----------------------|---------------|------------------------------|--------------------------------|---|--|
| Goal(s) | To maintain an overall crime rate “in and around” public housing developments that is lower than the crime rate level in the City of Saint Paul. | | | | | | |
| Objectives | To provide above base-line police services using a community policing model, to the four family developments and sixteen hi-rises. ACOP will have ongoing contact with PHA residents and staff. | | | | | | |
| Proposed Activities | # of Person s Served | Target Population | Start Date | Expected Complete Date | PHDEP Funding | Other Funding (Amount/ Source) | Performance Indicators |
| 1. A Community Outreach Program (ACOP) | | | 01-01-01 | 12-31-01 | \$634,305 | \$377,805/ City of Saint Paul | (1) City crime data compared to PHA grid crime data (2) Annual resident and staff satisfaction survey and annual program evaluation. |

| 9160 - Drug Prevention | | | | | Total PHDEP Funding: \$308,360 | | |
|---|---|----------------------------------|------------|------------------------|--------------------------------|---|--|
| Goal(s) | To provide prevention services and programs to PHA resident participants, ages six years and up. | | | | | | |
| Objectives | Services and programs will include educational experiences, employment training, drug and gang awareness groups and cultural and recreational programs. | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1.Boys and Girls Club of the Twin Cities | 2500 PHA youth will be served through B & G Club Pgms. | PHA family development residents | 01-01-01 | 12-31-01 | \$218,900 | \$1,723,312/ United Way, Corp’s, Pvt. Donors, Foundations | Semi-annual progress and participation reports. |
| 2.McDonough Teen Council, and The McDonough Recreation Center Note: These numbers will include ‘duplicated’ counts, as youth can participate in many separate activities during the same reporting period. | 100,275 -25 in Teen Council -250 in seasonal, cultural and tutoring pgms. -up to 100,000 in youth sports and special events. | McDonough Homes residents | 01-01-01 | 12-31-01 | \$47,800 | \$199,890/ City of Saint Paul | Annual Teen Council survey and staff reports, as well as quarterly progress and participation reports. |
| 3.Wilder Social Adjustment Program | 48-120 | PHA family development residents | 01-01-01 | 12-31-01 | \$5,000 | \$0 | Quarterly progress and participation reports. |
| 4.African American Family Services (AAFS) Successful Living Program | 50-80 | PHA family development residents | 01-01-01 | 12-31-01 | \$5,000 | \$0 | Qtrly progress and participation reports |
| 5.Other PHA | 0 | Administr | 01- | 03-31- | \$31,660 | \$0 | Annual |

| | | | | | | | |
|-----------------------|--|----------------|-----------|----|--|--|--|
| Prevention Activities | | ative Costs | 01- 01 | 01 | | | resident survey and annual program evaluation. |
|-----------------------|--|----------------|-----------|----|--|--|--|

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

| Budget Line Item # | 25% Expenditure of Total Grant Funds By Activity # | Total PHDEP Funding Expended (sum of the activities) | 50% Obligation of Total Grant Funds by Activity # | Total PHDEP Funding Obligated (sum of the activities) |
|------------------------------------|---|---|--|--|
| <i>e.g Budget Line Item # 9120</i> | <i>Activities 1, 3</i> | | <i>Activity 2</i> | |
| | | | | |
| 9110 | Activity #1 | \$450,356 | Activity #1 | \$634,305 |
| 9120 | | | | |
| 9130 | | | | |
| 9140 | | | | |
| 9150 | | | | |
| 9160 | Activity #1,2,3,4,5 | \$218,935 | Activity #1,2,3,4,5 | \$308,360 |
| 9170 | | | | |
| 9180 | | | | |
| 9190 | | | | |
| | | | | |
| TOTAL | | \$669,291 | | \$942,665 |

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Attached: HUD-50070, Standard Form-LLL, HUD-50071

**PART 1: SUMMARY OF COMMENTS ON AGENCY PLAN
AND PHA RESPONSES;**

**PART 2: SUMMARY OF RESIDENT COMMENTS ON CAPITAL
FUND PLANS AND PHA RESPONSES;**

**PART 1: SUMMARY OF COMMENTS ON AGENCY PLAN
AND PHA RESPONSES;**

The PHA's Resident Advisory Board (RAB) met seven times (July – December 1999) to discuss the Agency Plan requirements and drafts. The RAB did not submit written comments on the draft plan, but staff recorded and responded to RAB members' oral comments during the meetings. This is a summary of the comments and responses:

1. Management of family public housing on scattered sites – Since residents of scattered site homes sometimes feel isolated, housing managers should visit or telephone approximately monthly.
PHA RESPONSE: Staff concurs that more frequent contacts would be desirable. The PHA is reorganizing its housing management staff to provide more attention to scattered site homes.
2. Community Service Requirement – The PHA should increase/decrease the number of hours of community service required; allow Resident Council and Resident Advisory Board participation to satisfy the requirement; count providing child care for other residents who participate in Resident Council activities, picking up trash and tending flowers on PHA grounds, helping in libraries, recreation centers, assist seniors in PHA hi-rises or in the community, etc. (various comments).
PHA RESPONSE: HUD has not issued a final rule on the community service requirement. RAB members made several suggestions which will be explored if the rule permits. The statute sets the number of required hours, so the PHA cannot change that.
3. Handicapped-Accessible Units – The PHA needs more family units which are accessible to persons with disabilities who use wheelchairs (citing a particular case).
PHA RESPONSE: The PHA will continue to modify individual units as needs dictate and budgets allow, and to assess the ongoing need agencywide.

Comments were also received from some individual residents (not RAB members) and advocacy organizations. Those comments and the PHA's responses are summarized below:

1. Area median income – The PHA should use the St. Paul median income instead of Twin Cities (CSH and SMRLS)

PHA RESPONSE: HUD directs the PHA to use the median income for the metropolitan area. If the (lower) St. Paul median income is used, fewer households will be eligible for PHA assistance.

2. Is the volunteer community service constitutional? (resident)

PHA RESPONSE: The PHA is preparing to implement the requirement when HUD issues final regulations, unless a court rules that the provision is unenforceable.

3. The PHA should increase community service requirement to 15 hrs/wk. (resident) *PHA RESPONSE: See #2.*

4. The flat rent is a good idea, to help people go to work and become independent.
PHA RESPONSE: The PHA is implementing the flat rent as required by the statute and regulations..

Other Comments from SMRLS (Southern Minnesota Regional Legal Services, Inc.):

1. PHA should give target admissions to extremely low income households – 75% of admissions should be below 30% of median. (Current target is statutory 40% minimum)

PHA RESPONSE: Staff is recommending raising the target to 55%.

2. PHA plan gives preference to persons in “education, training or upward mobility programs, “ and those who cannot work because of age or disability. (Hi-Rise student preference?) “Discriminates against families; fair housing issue to give preference to individuals not families.”

PHA RESPONSE: The PHA will clarify the Plan to state that the preference is the student preference for hi-rise admissions.

3. Section 8 – Plan should address approval process for leases less than 1 year long – should be same as landlord’s lease term for non-Section 8 households.

PHA RESPONSE: The PHA is allowing initial leases of less than one year, according to local custom, if the landlord uses the same duration for non-assisted tenants.

4. Section 8 – PHA staff should counsel about discrimination laws, refer to enforcement agencies.

PHA RESPONSE: The PHA currently does this.

5. Section 8 – It is good that the PHA is not screening Section 8 participants for suitability as tenants.

PHA RESPONSE: The PHA has no plans to institute screening beyond statutory requirements.

6. Section 8 –The Plan shows no voucher homeownership plan – why not?
PHA RESPONSE: The PHA is closely watching the demonstration Section 8 homeownership program underway at the Minneapolis Public Housing Agency. If the demonstration resolves some of the difficult issues and shows some success, the PHA may initiate its own program in the future.
7. Section 8 Administrative Plan should be attached.
PHA RESPONSE: The Administrative Plan is the Section 8 Admission and Occupancy Policies.
8. Section 8 – The PHA should raise the payment standard to 110% of FMR.
PHA RESPONSE: The PHA will consider raising the payment standard for some properties in conjunction with the City’s proposal to “rate” rental properties (A-B-C) through the Certificate of Occupancy inspection program.
9. Section 8 – The PHA should allow over 120 days search time, mandatory for disabilities.
PHA RESPONSE: The PHA extended the search time (approved by Board 12/15/99).

Other Comments from Corporation for Supportive Housing:

1. Area median income – use St. Paul instead of Twin Cities (CSH and SMRLS)
PHA RESPONSE: See above.
2. Does the preference for people with disabilities (hi-rise) include persons recovering from chemical dependency?
PHA RESPONSE: Yes, but they have to meet non-economic eligibility test – ability to be lease compliant – 1998 Housing Act language on illegal drug use or pattern of alcohol abuse.
3. Are the admission preferences and criteria the same for project-based assistance (PBA) and tenant-based assistance (TBA)?
PHA RESPONSE: No. Owners participating in PBA can establish selection criteria within program limits.
4. On the proposed PHA policies for scattered site training, would PHA accept suggestions from outside groups?
PHA RESPONSE: Yes.
5. Admissions screening for PBA – Can an owner accept someone who would not pass public housing admission screening?
PHA RESPONSE: Yes, subject to statutory prohibitions against housing a person evicted from assisted housing, convicted of drug crimes, etc.
6. 45 Welfare to Work Vouchers were recently awarded to the PHA – What eligibility criteria for them?

PHA RESPONSE: The eligibility criteria were specified in the grant application and are available.

PART 2: SUMMARY OF RESIDENT COMMENTS ON CAPITAL FUND PLANS AND PHA RESPONSES;

Resident Comments from meetings to develop the PHA's FFY2000 Capital Funds Application for Physical Improvements to PHA properties.

00rescof.doc (dal/j)

The following documents meetings with PHA residents during the preparation of the PHA's FFY2000 Capital Funds Application and consists of resident comments and PHA response from the following:

I. Public Hearings

Three Public Hearings were held on 3/8, 3/9 and 3/13. A Notice was sent to all Family unit residents inviting them to the Family Public Hearing that was held at 6:30 pm on 3/13 at the McDonough Community Center. A separate Notice was sent to all hi-rise residents inviting them to each of two hi-rise Public Hearings that were held at 1:00 pm at the Iowa Hi-Rise on 3/8 and 1:30 pm on 3/9 at the Front Hi-Rise.

II. Final Budget Draft Review with Resident Councils.

Meetings with PHA Resident Councils to discuss the PHA's Final Draft Capital Funds Application were held in late February and early March of 2000.

III. Preliminary Budget Discussions with Resident Councils.

Preliminary meetings with PHA Resident Councils to discuss preparation of the PHA's FFY2000 Capital Funds Application were held in September and October of 1999.

Notes from the meetings with the residents are presented in the above noted order from the most recent Public Hearings to the original preliminary meetings held in September of 1999. Meetings were held with PHA Maintenance, Resident Services and Technical Services Staff and PHA Senior Staff between the Preliminary meetings with the Resident Councils and the Final Budget Draft meetings with the Resident Councils. Notes from these staff meetings are available at the PHA's office but are not included in this document.

The preparation of the FFY2000 Capital Funds Application bridged between the old Comprehensive Grant Program and the new Capital Funds Program. Development of the FFY2000 Capital Fund Application followed Comprehensive Grant Program regulations due to a lack of published information about the new Capital Fund Program. The "PHA response" on each item was inserted on 3/17/2000.

The following notes were compiled by Dave Lang – PHA Technical Services Manager who attended each of the meetings.

I Public Hearings

1. Public Hearing Number 1. Held at 1:00 pm on 3/8/2000 at the Iowa Hi-Rise.

Approximately 20 residents from the Iowa Hi-Rise attended the Public Hearing. The following comments were received:

- a. Replacement of the kitchen sinks is a high priority.

PHA Response: The 5-year action plan funds this work in 2001.

- b. Painting of the vertical ladder type towel bars in the showers is a high priority. The paint is peeling.

PHA Response: The 5-year action plan funds this work in 2001.

- c. The exposed drains on the ceilings of the showers need to be repainted.

PHA Response: Residents should talk to their Building Manager about this work as the Manager can request specific painting on a case by case basis.

- d. Make the building entry doors wider so that handicapped residents in scooters can easily enter the building.

PHA Response: This work is tentatively funded in 2000.

- e. Do something with the apartment closet doors – they get off the track easily.

PHA Response: Residents should call in a work order to have problematic doors repaired.

- f. Move the curtain rods up onto the new wood boards that were

installed above the windows. It was everyone's understanding that the new boards were installed for mounting of the curtains rods but new curtain rods have not been installed.

PHA response: PHA staff will investigate this problem further and make recommendations.

- g. Investigate whether the residents need to be worried about asbestos from the exposed pipe insulation in their apartments.

PHA response: The PHA has hired McGinley and Associates to investigate the mold, mildew and indoor air quality complaints – we will also ask them to investigate the plumbing pipe insulation.

- h. How come the PHA is not responding to resident complaints about mold, mildew and poor indoor air quality at the Iowa Hi-Rise? Apartments 904, 909, 902, 502, 1300, 209 and 910 complained that they have mold and mildew in their apartments. The resident in 904 claims to be suffering upper respiratory problems due to poor indoor air quality in her apartment and has requested a transfer. Other residents suggested that the Iowa Hi-Rise may have sick building syndrome. This is very high priority with the residents.

PHA response: The PHA was not aware of widespread mold, mildew or indoor air quality complaints until this meeting. PHA staff have hired McGinley and Associates, who are experts in mold, mildew and indoor air quality to take samples and make recommendations

to the PHA. The results of these tests will be shared with residents upon receipt. No action can be taken by the PHA until the results of these tests are received.

2. *Public Hearing Number 2. Held at the Front Hi-Rise at 1:30 on 3/9/2000.*

Approximately 15 Front Hi-Rise residents and 1 resident from the Edgerton Hi-Rise were present. The following comments were received:

- a. Why have improvements to the community room kitchen been put off again? They complain that they are promised things and that nothing ever happens. The residents clarified that they want the following changes to their community room kitchen:
 - (1) Replace or repair the large folding doors that separate the community room kitchen from the community room. Install something like the roll down shutters they have at Hamline Hi-Rise.
 - (2) Cut the countertop over the area where the trash is stored so that people can go from the kitchen to the community room without having to go out into the hall.
 - (3) Install a larger commercial type refrigerator. There is no need to expand the kitchen into the surrounding offices or the beauty shop.

PHA response: Staff had assumed that more dramatic changes were being requested. Staff will try to take care of the doors, counter and refrigerator at this time. The PHA has added a line item to the five year action plan in 2003 to make improvements to the community room and hopes to make a series of improvements to the apartments in 2002.

- b. Install security cameras or community room exterior door alarms. A computer was recently stolen from the community room and the residents have discussed security improvements with their Building Manager. The improvements were promised two months ago.

PHA response: Staff will talk to the Building Manager and use currently available funds to respond to this request.

- c. Wash the curtains in the community room. One resident commented that there is a plan to hold off on this type of work until after the May 1 smoking ban.

PHA response: The PHA is planning a cleaning of all hi-rise community rooms after the May 1 smoking ban.

- d. Why doesn't Front Hi-Rise get any modernization work like all the other hi-rises? Why can't they have a nice fireplace like Ravoux?

PHA response: See above response under 3a. The community room at Front was modernized several years back but we can revisit and accomplish additional work.

- e. Do something about the leaky, frosty windows in the apartments. They were weatherstripped long ago but whistle and leak wind now.
PHA response: Staff will investigate the condition of the apartment windows and weatherstripping.

3. ***Public Hearing Number 3.
Held at 6:30 pm on 3/13/2000 at
the McDonough Community
Center.***

No residents showed up for the Family Public Hearing. Staff later learned that one resident had shown up at a PHA Scattered Site Training session, being held at the same time in the building, asking about the Capital Fund Public Hearing but was sent home.

II. ***Final Budget Draft
Review with Resident
Councils.***

1. ***Valley Hi-Rise Resident Council
Meeting held 3/7/2000.***

The following resident comments were received:

- a. The legs on the community room tables need to be replaced or reattached to the tabletops. There are several of the tables that are wobbly.

PHA Response: The PHA will have the tables repaired at this time. We have also budgeted limited funds for some furniture replacement in 2000.

- b. The small single compartment sinks in the apartments need to be replaced with double compartment sinks.

PHA response: The five-year action plan indicates accomplishing this work in 2002.

- c. The lighting in the stairwells needs to be improved.

PHA response: The five-year action plan indicates accomplishing this work in 2003.

2. ***McDonough Family Resident
Council Meeting held 3/7/2000.***

An interpreter was present and the following comments were received:

- a. The residents want pitched roofs on the buildings.

PHA response: The PHA has budgeted funding for architectural/engineering services in 2000 for the upcoming modernization of the 484 MN 1-1 family units. We plan to make improvements similar to those being completed at Roosevelt and recently completed at Mt. Airy at McDonough that will include the replacement of the flat roofs with gable type.

b. The residents want air conditioners or air conditioner sleeves installed in their apartments.

PHA response: The PHA is still evaluating providing family unit air conditioner sleeves. The cost to provide family AC sleeves has been prohibitive to date.

c. The residents complain that the parking lots are too far from their units and that they can't keep watch over their cars to prevent theft and vandalism. There has apparently been quite a problem with car theft and vandalism lately.

PHA response: The parking lots will be reviewed during the planning stages for the upcoming modernization. The cost and feasibility of moving parking lots closer to the units may be prohibitive.

d. One resident complained that she had been without water for three weeks and then had been without electricity for 1-1/2 weeks. This problem was referred to PHA Resident Services Staff for investigation and resolution.

PHA response: PHA staff explained the procedure residents should take when placing maintenance work orders and stressed that PHA Resident Services staff should be contacted when the quality or timeliness of work is unsatisfactory. The Resident Services staff that was present at the meeting will investigate the complaint further.

e. One resident wanted more effective exhaust fans.

PHA response: The PHA has included the replacement of the apartment kitchen and bathroom exhaust fans and the interlocking of the exhaust fans with the room light switches at Mt. Airy and Roosevelt. We anticipate doing the same at McDonough.

f. One resident complained that kids had been stealing her mail and throwing it around. She indicated that her cluster mailbox did not have a lock on it. This problem was referred to PHA Resident Services Staff who will contact the post office for repair.

PHA response: PHA staff will contact the post office to have the lock on this resident's mailbox replaced asap. The PHA will be working with the Post Office during the summer of 2000 to replace all the cluster type mailboxes as promised in meetings with the Post Office in 1999.

3. *Hamline Hi-Rise Resident Council Meeting held 3/7/2000.*

The following comments were received:

a. Fix the elevators – they break down too much.

PHA response: The five-year action plan indicates that the elevators will be modernized in 2003. PHA staff will review the call logs of the current elevator contractor to determine the current condition of the elevators and the need for immediate repairs.

b. The pre-recorded message on the elevator emergency phone won't stop to allow the residents to tell the answering service what the problem is.

PHA response: This problem will be relayed to appropriate staff for repair by the elevator contractor.

c. Some of the refrigerators leak.

PHA response: Residents should call in work orders any time they have trouble with their refrigerators.

d. Some of the stove burners don't work appropriately.

PHA response: Residents should call in work orders any time they have trouble with their stoves.

4. *Mt. Airy Hi-Rise Resident Council Meeting held 3/6/2000.*

The following comments were received:

a. Re-install the outside picnic tables that were removed when the shop addition was done. Residents will need these once smoking ban goes into effect.

PHA response: PHA staff will find the picnic tables and have them reinstalled or purchase new tables for installation at this time.

b. Install the laundry fans.

PHA response: Staff will review the feasibility of installing laundry room fans.

5. *Wabasha Hi-Rise Resident Council Meeting held 3/6/2000.*

The following comments were received:

a. Do something about the elevators, they are breaking down and trapping people. It is unacceptable to defer the modernization of the elevators or construction of a new second elevator to the future.

PHA response: PHA staff has reviewed the log sheets of the elevator maintenance contractor and have hired an independent consultant to review the condition of the elevator. PHA staff is preparing a letter to the Resident Council regarding the results of our investigation. The modernization of the elevator is indicated 2003 on the five-year action plan.

b. What about the replacement of the bedroom and bathroom lights?

PHA response: PHA maintenance staff will replace the yellowed bathroom light lenses upon resident request. This work is indicated in 2003 on the five-year action plan.

c. The community room is always too cold. They were told to call in a work order on this.

PHA response: Residents should call in a work order for heating complaints.

d. There are lots of problems with soapsuds and water backing up in the sinks. Also complaints about leaks in the building.

PHA response: Residents should call in a work order when they have problems with their drains.

e. Why doesn't the PHA do something for Wabasha?

PHA response: The PHA's five year action plan indicates quite a bit of upcoming work at the Wabasha Hi-Rise. Work at Wabasha was not determined to be the highest priority for 2000.

6. *Dunedin Family Resident Council Meeting held 3/1/2000.*

The following comments were received:

a. Can you do something about the parking lot over by the school? It is so full all the time that there is no place to park for residents.

PHA response: PHA staff will look into the adequacy of parking and problems with this lot in particular.

b. Check out the new cabinets at 215C. There are problems, residents are concerned that the new cabinets are no good.

PHA response: PHA staff inspected the cabinets and have determined that the caulking by the kitchen sinks is letting water under the endsplash that is causing swelling of the particle board. Staff will take warranty steps to repair this situation.

c. What about the air conditioners or air conditioner sleeves. If the PHA can't provide air conditioners or air conditioner sleeves then we should provide larger windows so that they get good cross ventilation.

PHA response: The PHA is still studying this problem but is finding the feasibility and cost of providing AC sleeves in every family unit prohibitive.

7. *Mt. Airy Family Resident Council Meeting held 2/22/2000.*

The following comments were received:

a. Do something with the security screens they are getting rusty and are very hard to open.

PHA response: Residents should call in a work order when their security screens get rusty and are hard to operate.

b. The sand in the playgrounds passes diseases – can we get rid of the sand and go to something else?

PHA response: The PHA has tried all kinds of alternatives to sand in playgrounds with limited success. Installing poured rubber on playgrounds is very expensive and cost prohibitive.

c. Can hooks be installed so that the residents can lock up bikes, lawnmowers, etc. outside?

PHA response: Hooks were installed on the interior of the trash enclosure when the area was modernized for this purpose.

d. Install a trash container for the new house at 716 Jackson. The trash blows all over the place.

PHA response: PHA staff will get a trash container installed at this time.

8. *Exchange Hi-Rise Resident Council Meeting held 2/14/2000.*

The following comments were received:

a. The Community room addition and modernization has been slid out again.

PHA response: Expansion of the community room is shown for 2004 on the five-year action plan. Competing priorities have made it difficult to fund this work in the next couple of years.

b. Can you add a second laundry room? Or at least go to stackable driers?

PHA response: The feasibility of adding another laundry room is not good. PHA staff will try to re-arrange the existing laundry room and look into installing stacked driers to maximize the current space.

c. Still need to weatherstrip the community room exterior doors – they are drafty.

PHA response: A work order should be called in for this work.

d. Add exhaust fans in the apartment kitchens and baths.

PHA response: The bathrooms currently have exhaust vents. PHA staff will investigate the adequacy and operation of these existing fans.

e. Install a power door operator on the exterior door of the building front entry vestibule. Do not install power operator on interior front entry vestibule door because it could compromise security.

PHA response: PHA staff will install this power door operator using current funds.

f. Can you install a beep on the laundry machines so that you know when the loads are done?

PHA response: This request has been passed on to the PHA staff that is administering the laundry machine contract.

9. *Dunedin Hi-Rise Resident Council Meeting held 2/14/2000.*

The following comments were received:

a. Install a vanity under the bathroom lavatories.

PHA response: The PHA has had bad experiences with under lavatory vanities in the past due to water leakage damage.

b. Paint the elevator doors.

PHA response: This request will be passed on to the PHA staff that is administering the elevator maintenance contract.

c. Clean the kitchen and bathroom exhaust vents. They are only vacuumed by PM.

PHA response: PHA staff will investigate the need for additional cleaning.

d. Install additional lighting on the exterior sidewalk from the west first floor entry to the south.

PHA response: PHA staff will investigate whether improvements can be made in this area at this time or if an existing light is not operating.

e. Replace the concrete threshold at the westerly first floor entry vestibule door.

PHA response: PHA staff will try to take care of this request at this time.

f. Install the HC curb cuts and ramps to the dumpster location. They have been asking for it a long time – why no action?

PHA response: PHA staff will try to take care of this response when the weather improves.

10. Iowa Hi-Rise Resident Council Meeting held 2/14/2000.

The following comments were received:

a. Install new sinks in the apartment kitchens.

PHA response: This work is indicated in 2001 on the five-year action plan.

b. Repaint the ladder type clothes poles in the showers.

PHA response: This work is indicated in 2001 on the five-year action plan.

c. When is the building going to get fire sprinklers?

PHA response: The building is scheduled to receive fire protection sprinklers and a new fire alarm system in 2002.

11. Central Hi-Rise Resident Council Meeting held 2/9/2000.

The following comments were received:

a. Do something about the DoorKing building entry security system. Residents cannot go back to original caller after they go to call waiting to let someone in.

PHA response: This problem was resolved.

12. Edgerton Hi-Rise Resident Council Meeting held 2/9/2000.

The following comments were received:

a. Residents want a sign installed over the entry lobby phone saying to limit calls to 3 minutes.

PHA response: The PHA is concerned about the appearance of too many signs and is studying this request.

b. Residents want signs made to stop the bikes, rollerblades, etc. through the breezeway.

PHA response: See 12a above.

c. Re-install the 5 chairs across from the elevators by the vending machines.

PHA response: Staff will work with the resident council on this request.

d. Put a sign up over the mailboxes stating that only those waiting for rides can wait in chairs.

PHA response: See 12a above.

e. Do something for storage of the grocery carts.

PHA response: Staff is investigating creating a cart storage area in what is now the corridor leading to the mailroom.

f. Residents complained about boys playing football in the first floor elevator lobby. Rob (resident police officer) said to note time and date of activity and talk to the Building Manager.

PHA response: This problem should be forwarded to the Building Manager.

g. The carts have been disappearing – have the construction workers taken them?

PHA response: Staff will talk to the workmen left on the site.

h. Maintenance should plow the sidewalk to Payne. The catchbasin is plugged again.

PHA response: Staff will discuss this problem and possible solutions. The sidewalk to Payne is not PHA property beyond the fence.

i. Move up the new toilet toppers on the 14th floor.

PHA response: This is on the contractor punch list.

j. Kitchen sinks back up in 409, 304, 303, and 302. Backup smells like laundry.

PHA response: This problem was forwarded to PHA maintenance staff.

k. Do something about the pigeons on the building.

PHA response: Residents should call in a work order for any pigeon or pest problems that they are having.

l. There is no need to survey the patio doors in apartment 1211 for cloudy glass.

III. Preliminary Comments from Resident Councils

A. Hi-Rises (First Round of Meetings - September 99)

Introduction:

PHA Technical Services staff went to each Resident Council Meeting and discussed the following:

1. Resident satisfaction with the PHA method of physical improvement budgeting. Residents were told that the PHA is working to increase resident input in the budgeting process and that staff would be meeting with them at least twice before the Public Hearings in November or December. Resident Councils were asked if they would prefer to have PHA staff attend the regular Resident Council meetings or would prefer to appoint a committee to meet with staff.

2. Status of currently budgeted work.

3. List of work items that are currently on PHA five-year plan for future years.

4. Items that residents feel should be added to the list of needed physical improvements or work items that should be increased or decreased in importance.

1. Mt. Airy Hi-Rise

Monday, September 13, 7:00 pm
By Dave Lang

Resident Comments:

1. Residents see no need to establish a committee to meet with PHA staff to discuss budget needs.
2. Increase the light level in the westerly parking lot, particularly around the rear of the boiler room.

PHA response: Staff will investigate the adequacy of the existing lighting.

3. Install a new stove and refrigerator for the community room kitchen.

PHA response: New appliances have been installed.

4. Provide laundry room ceiling fans or air conditioning.

PHA response: Staff is investigating this response.

5. Provide a sink in the ACOP storefront, room 909.

PHA response: Staff is investigating the feasibility of adding this sink.

6. Install another bench in front of the building.

PHA response: Staff will investigate the feasibility of adding another bench.

7. Replace the picnic tables in the rear of the building that were removed when the fuel oil tanks were replaced.

PHA response: Staff will find the picnic tables and have them re-installed or purchase new ones.

8. Install a camera in the community room for security reasons.

PHA response: This request has been forwarded to the Building Manager.

9. Provide new community room furniture.

PHA response: This request will be forwarded to the Building Manager who will determine whether to expend currently available funds.

10. Patch the holes in the apartments made when the sprinkler piping was installed.

PHA response: The contractor was told to fix these holes.

11. Install memo strips (horizontal cork strip for notices) across from the elevators on each floor.

PHA response: This request will be forwarded to staff that is having the hallways repainted.

2. Central Hi-Rise

Thursday, September 9, 6:00 pm.
By Dave Lang

Resident Comments:

1. Residents are interested in appointing a committee to work with PHA staff on identifying and prioritizing work for Central Hi-Rise.
2. Do something to repair the community room vertical blinds – the plastic tabs at the top of the vanes are breaking. (per caretaker).

PHA response: This request will be forwarded to PHA staff.

3. Do something about the odor that comes up to the floors through the trash chute doors. Look into repairing the seals around the doors so that they close odor tight.

PHA response: This request will be forwarded to the PHA's Operating Engineers.

4. Do something about the elevators they keep breaking down. This is high priority.

PHA response: This will be forwarded to staff that administer the elevator contract for investigation.

5. Do something about the hallway lights, they are obsolete and can't be repaired when they have starter or ballast problems.

PHA response: This work has been budgeted for 2000.

6. Replace light fixtures over the kitchen sinks.

PHA response: This work has been budgeted for 2001 on the five-year action plan.

7. Expand the parking lot – this is a serious problem – especially in the winter when the resident cannot park on the streets because they are snow emergency routes.

PHA response: This work has been budgeted for 2000.

8. Do something about the windows in the apartments, they even leak when they are closed and locked.

PHA response: Staff will be asked to investigate this problem and recommend action.

9. Make sure the Manager's Discretionary Painting fund is budgeted, many residents would like to have their apartments painted.

PHA response: The discretionary paint fund was budgeted in 2000.

3. Valley Hi-Rise

Tuesday, September 7, 7:00 pm

By Dave Lang

Resident comments:

1. Residents are interested in appointing a committee to work with PHA staff on identifying and prioritizing work for Mt. Airy Hi-Rise.

2. Why can't the PHA wash the outside of the apartment windows? This is very difficult for residents to do and there is often no one they can hire. Once resident talked about dropping window out the building when he was trying to re-install.

3. Install new plastic benches outside the south (first floor) entry.

PHA response: Staff will investigate the feasibility of this request.

4. Install new legs on community room tables, they are loose and some are just propped under the tables.

PHA response: Staff will have this work completed in the near future.

5. Install two compartment sinks in the apartments.

PHA response: Funding for this work is indicated in 2002 on the five-year action plan.

6. Paint and fix up the community room it is looking drab and there are cracks in the columns.

PHA response: Staff will investigate and recommend action.

7. Install new community room furniture and install a fireplace. Install couches in the community room.

PHA response: Staff will investigate and recommend action. New community room furniture is tentatively budgeted for 2002 on the five-year action plan.

8. Can windows that are easier to operate be installed?

PHA response: Staff will investigate the problem and recommend action.

4. Neill Hi-Rise

Resident Council only meets every other month.

5. Dunedin Hi-Rise

Monday, September 13, 2:00 pm
By Dave Lang

Resident Comments:

1. Residents don't want to appoint a subcommittee to meet with PHA staff to discuss budget items.

2. Level cement at rear entry vestibule.

PHA response: Staff will have this work completed at this time.

3. Paint apartments.

PHA response: Generally units are repainted at preparation for re-rental. Residents who think that their apartments should be repainted should talk to their Building Manager who may be able to arrange it.

4. Install a ramp or curb cut at the dumpster so residents can get carts out to the dumpsters.

PHA response: PHA staff will get this work done when weather permits.

5. Improve summer hallway ventilation.

PHA response: This request will be forwarded to the PHA Operating Engineers.

6. Look into moving medical emergency cords in bathrooms to other side so that they can be reached more easily.

PHA response: This is not feasible.

7. Replace the apartment bathroom sinks and install vanity cabinets or additional storage units.

PHA response: Staff will investigate this request and make recommendations. The PHA has had bad experiences with under lavatory vanities in the past due to leaks.

8. Do something with the elevator cabs – they are scratched and in bad shape.

PHA response: This request will be forwarded to the PHA staff that administers the elevator maintenance contract for action.

6. Cleveland Hi-Rise

Resident Council only meets every other month.

7. Iowa Hi-Rise

Monday, September 13, 1:30 pm
By Kirsten Spreck.

Resident Comments:

1. Would like new kitchen sinks, existing are pitted, scratched and difficult to keep clean.

PHA response: New sinks are indicated in 2001 on the five-year action plan.

2. New ovens are not working properly, (two residents claim) starting by themselves, blowing up, flames shooting out.

PHA response: Residents should call in a work order any time they are having trouble with their stoves.

3. Would like trees that have been lost replaced, think mowing contractor to blame for many damaged.

PHA response: This request will be forwarded to PHA staff.

4. Trouble getting hot water in 1206 (other residents told her to just let it run).

PHA response: Troubles with plumbing or lack of hot water should be forwarded to the PHA's Operating Engineers via a work order.

5. Card access to stair from outside was requested.

PHA response: Staff will evaluate this request and recommend action.

8. Wilson Hi-Rise

Meeting moved due to voting on 9/14, will attend October meeting.

9. Front Hi-Rise

Wednesday, 9/1/99, 7:00 pm
By Dave Lang

Resident Comments.

1. One resident questioned why we are talking about replacing dwelling unit faucets and light fixtures – said his were just fine. Explained that majority of faucets are losing chrome finish and that majority of lights need to be replaced.

2. One resident requested that the RAP stove be replaced. This is up to Ramsey Action Programs.

3. Weatherstrip or adjust apartment windows. Some window frames are coming apart.

PHA response: PHA staff will investigate and recommend action.

4. Update the front entry so people in wheelchairs can get into the building.

PHA response: This is budgeted for 2000.

10. Ravoux Hi-Rise

Wednesday, 9/1/99, 1:30 pm
By John Wright

Resident Comments:

1. Residents requested that there be a resident representative at the PHA budget meetings.

2. Replace corridor carpet.

PHA response: Some work to reglue the existing carpet has been budgeted for in 2000. Replacement of the carpet is shown in 2002 on the five-year action plan.

3. Install automatic door openers at common area bathrooms.

PHA response: PHA staff will investigate and recommend action.

4. Replace security screens at all first floor dwelling units. (following

the meeting John inspected the screens and found that many appear to be rusty and is probably difficult to see through).

PHA response: PHA staff will investigate and recommend action.

11. Wabasha Hi-Rise

Monday, 9/13/99, 6:00 pm

By Dave Lang

Resident Comments

1. Install table in entry lobby for DoorWatch.

PHA response: This is up to the Building Manager and Resident Council.

2. Move up the replacement of the apartment living room lights.

PHA response: This is indicated in year 2003 on the five-year action plan.

3. Move up the modernization of the elevator, it is breaking down a lot.

PHA response: See notes under Wabasha Hi-Rise March Resident Council Meeting above.

4. Do something about the bathroom lights they have poor output. Some of the lights have been replaced and we need to survey them.

PHA response: PHA Maintenance will replace the yellowed light lenses upon request.

5. Install a card access lock on the community room door.

PHA response: Staff will investigate this request and recommend action.

12. Montreal Hi-Rise

Staff were unable to attend the 9/9/99 2:00 pm meeting, will reschedule for October meeting.

13. Exchange Hi-Rise

Monday, 9/13/99, 7:00 pm

By Dave Lang

Resident Comments

1. Repair or replace the Entraguard it is not working well and you can't understand what people at the front door are saying.

PHA response: A contract has been let for the replacement of the Entraguard unit with a new DoorKing unit so the work will be completed in the near future.

2. Install a power operator at the front building entry.

PHA response: Staff will do this work now.

3. Do something about the vents in the apartments, residents get odors from other apartments.

PHA response: Staff will investigate this request and recommend action.

4. Replace the wall mounted bedroom lights with overhead lights. The new light that has been installed in some of the apartments is not acceptable.

PHA response: This work is indicated in year 2002 per the five-year action plan.

5. Install a hanging light over the dinner table.

PHA response: See 4 above.

6. Give the residents air conditioners.

PHA response: This is cost prohibitive.

7. Make sure the trees by the fence at the south property line are saved when the fence is replaced.

14. Edgerton Hi-Rise

Wednesday, 9/8/99, 7:00 pm

By Dave Lang

Resident Comments

1. Do something about the patio doors that are still fogged up.

PHA response: Funds have been allocated in years 2000 through 2004 to take care of problems that exist or develop.

2. Install air conditioners and garbage disposals in the apartments.

PHA response: These requests are cost prohibitive.

3. Install bathtubs in the apartments.

PHA response: This would be cost prohibitive – there are tub rooms in the building for resident use.

4. Install awnings on the westerly windows the afternoon sun in harsh.

PHA response: This would be cost prohibitive.

5. Do something about the fresh air and exhaust systems. They are bringing in 100 degree outside air in the summer. Why not bring in cool evening air to cool the building and shut off outside air during the hot mid-day?

PHA response: The PHA is investigating this recommendation.

15. Hamline Hi-Rise

Tuesday, 9/7/99, 2:00 pm

By Dave Lang

Resident Comments

1. Need larger parking lot and signs that clearly state “enter “ and “exit”.

PHA response: Staff will investigate this request and recommend action.

2. Need to straighten out recycling area question. Residents are not allowed to sort in garage and don’t want to sort outside.

PHA response: This issue should be resolved between the Building Manager, Maintenance staff and Resident Council.

3. Need new bulleting boards for the elevator. Another resident explained that we are not supposed to have any bulletin boards in elevators and that the existing can not be updated.

4. The caretaker would like to have the entryway to the building revised to ease wheelchair entry to the building.

PHA response: PHA staff will investigate and recommend action.

5. Move up modernization of the elevators, there are lots of problems now, they are breaking down frequently.

PHA response: The modernization of the elevators is indicated in year 2003 on the five-

year action plan. Staff will investigate current problems and resolve same.

6. What is the status of the lock changes on the apartments at Hamline?

PHA response: Staff will investigate this request and recommend action.

7. Residents want an estimate of what it would cost to install a screened enclosure under the west overhang to the south of the community room. Technical Services to provide.

16. Seal Hi-Rise

Meeting will be rescheduled due to illness. Technical Services staff will attend October meeting.

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